Batch Processes

Using Connexion Client, MarcEdit, and Microsoft Access

General idea is to expedite the cataloging of similar items.

The more the things have in common, the better this will work.

Depending on the specific circumstances, you might use this whole procedure or might skip certain parts of it.
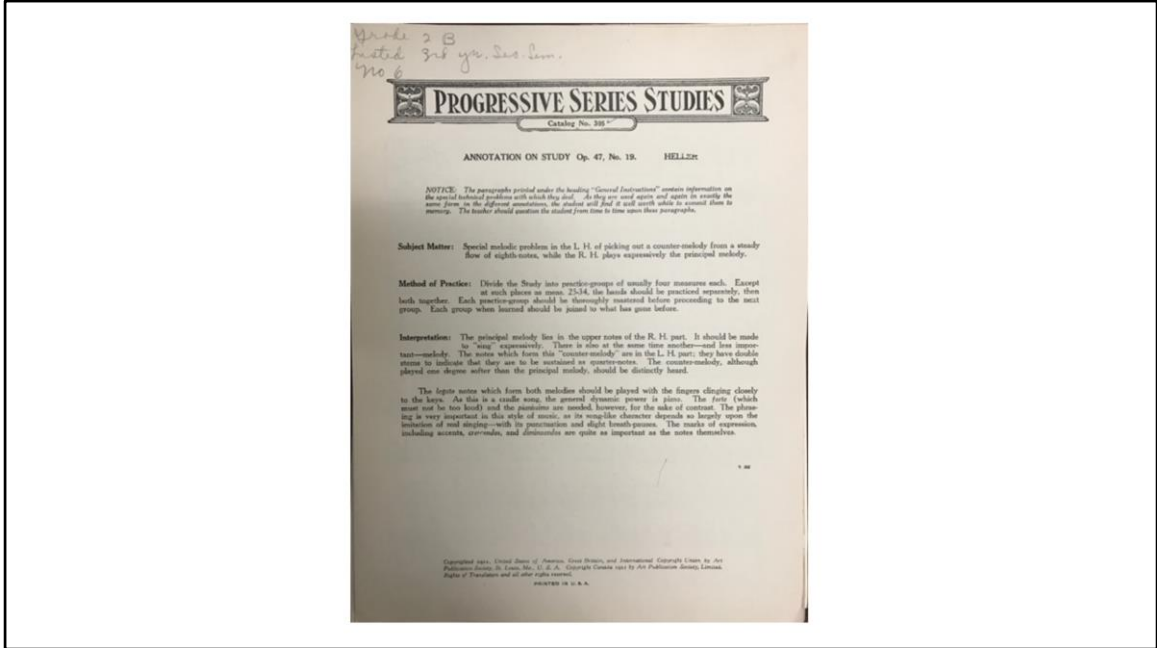
Progressive Series Studies

Sample set used for this talk:

     Big stack of piano etudes

     The great majority are in the series Progressive Series Studies

     A few are from similarly titled series, such as Progressive Series Compositions.

This presentation will talk about only the Progressive Series Studies publications

Here is one of the items.

Front has "Annotation" – what technical problem this etude addresses, and some hints for practice.

Music starts on the next page.

The title on the front is seldom the title of the piece.

The caption title normally is the better choice.

Summary of Process

Sort and search

- Sort into similar items
- Use Batch search in Connexion to find copy when it exists
- Search the not-found items by keyword or other conventional method

Create skeleton records for not-found items
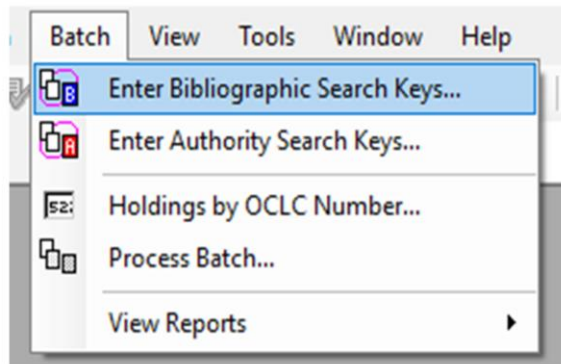
- Microsoft Access
- MarcEdit
- Connexion

Fill out copy or skeleton record   Finish

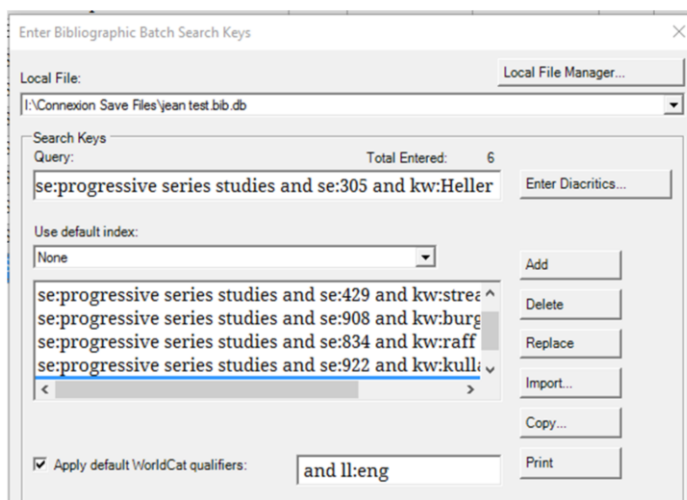- Add Constant Data   - Cataloger goes over result, one record at a time

Batch Searching

Batch	View	Tools	Window	Help

- Enter Bibliographic Search Keys...
- Enter Authority Search Keys...
- Holdings by OCLC Number...
- Process Batch...
- View Reports ▸

In Connexion
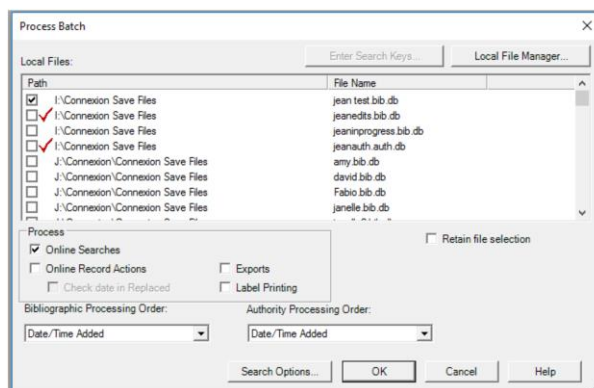
To start a batch search

Batch Search Window

In the resulting window, enter search statements

- Type in the Query box
- Press enter or click Add to put the statement into the big box

After typing all the searches, click "Save." Nothing appears to happen, but this is essential. It associates the search statements with the local file named at the top of the window.

Then click "Close."

Process the batch

Next you actually run the searches you just entered and saved.

   Under Process Batch

   Check the file your search queries are associated with

   Click "Online Searches"

   Click OK and the search will execute.

Any records found will be saved into the file that was checked

You will get a report of what worked and what didn't.

Here is the start of the copy found for the item pictured at the beginning of this talk.

Not found

- Do keyword or other searches "live"
- Some additional records will turn up this way

Items not found by batch searching can be searched by conventional methods.

This finds a few more items that were cataloged oddly

But if your search statements are chosen wisely (and entered accurately), not a lot more copy will turn up.

MS Access → MarcEdit→ Connexion

For those items without copy, you can enter data in Microsoft Access, process it through MarcEdit, and import it into Connexion.

This is not always the most useful method.

Often you would be better off working directly in Connexion.

Input form filled out

ID	2
Number in series	617
PubDate	c1925
Title	Study, op. 636, no. 7
Composer	Czerny
Editor	; selected and edited by Leopold Godowsky.
Plate number	S-617-2
Number of pages	2
Page numbering style	unnumbered pages
	pages

In MS Access, design an input form for those pieces of information that change. This is one filled out.

Things to note:

- No way to input special characters, so
  - PubDate has the copyright date, with just the letter c.
  - If the composer name (or title) has diacritics, they are ignored at this point.

- This creates an underlying table with this data

- You export this to Excel, using a function within MS Access (in the "External Data" tab).

In Excel

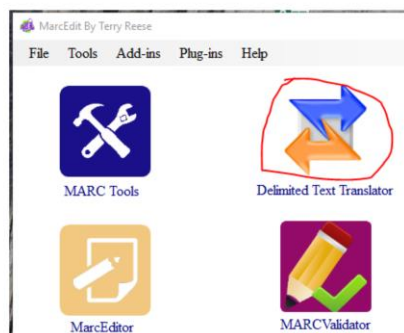| ID	Number in serie	PubDate	Title	Composer	Editor	Plate number	Number of page	ge numbering style
2	617	c1925	Study, op. 636, no. 7	Czerny	; selected and edited by Leopold Godowsky.	S-617-2	2	unnumbered pages
3	606	c1913	Study = Fileuse = Spinning song : op. 109, no. 18	Burgmuller		S 40-2	2	unnumbered pages
4	318	c1924	Study, op. 63, no. 11	Streabbog	; selected and edited by Leopold Godowsky.	S 318-2	2	unnumbered pages

In Excel

Upon export, the result looks like this.

Here OpenRefine could be used for some authority control, for example on the composers.

Excel
Preparing for MarcEdit

490$v1	260$c	*245$a10 /	*245$c10	*245$c10	028$a22	*300$a	*300$a
617	c1925	Study, op. 636, no. 7	Czerny	; selected and edited by Leopold Godowsky.	S-617-2	2	unnumbered pages
606	c1913	Study = Fileuse = Spinning song : op. 109, no. 18	Burgmuller		S 40-2	2	unnumbered pages
318	c1924	Study, op. 63, no. 11	Streabbog	; selected and edited by Leopold Godowsky.	S 318-2	2	unnumbered pages

Still in Excel but preparing for MarcEdit

Copy and paste the data from the table exported to Excel into a sheet with the desired MARC headings.

    Notice that I use 260 here. It will become 264 later.

    There is a MarcEdit tutorial on the Delimited Text Translator (the tool you use next) that explains how to do these MARC tags
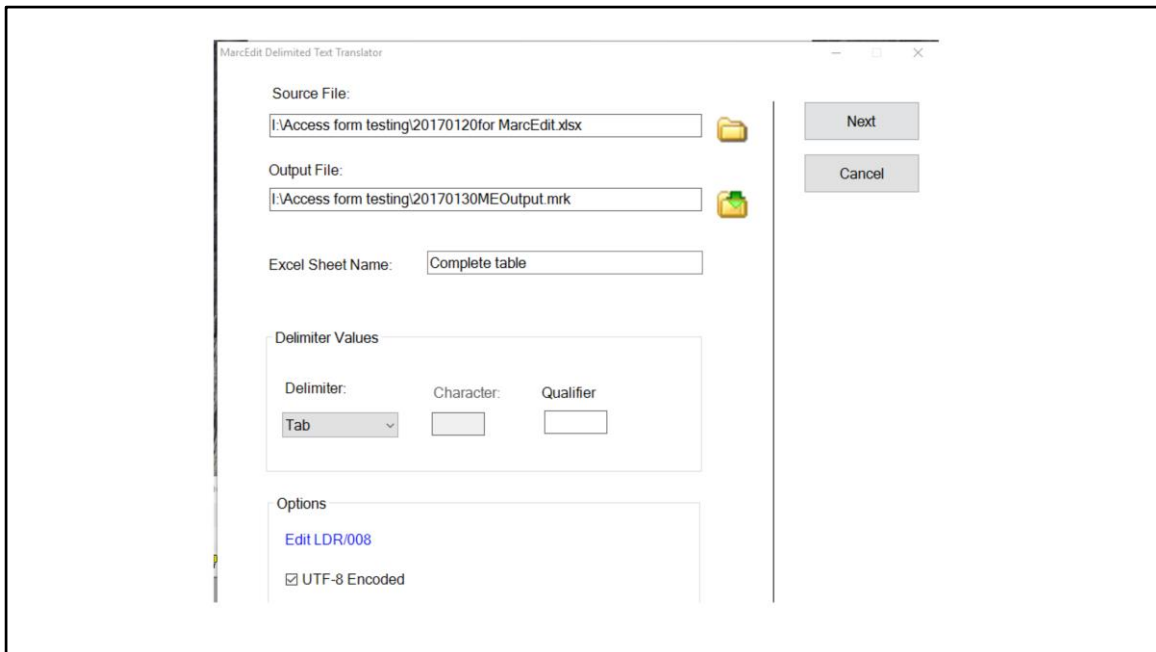
If you have the headings in a spreadsheet to which you copy the data, you don't have to figure them out again every time.

In MarcEdit

Once you have the Excel spreadsheet with MARC tags, go to MarcEdit
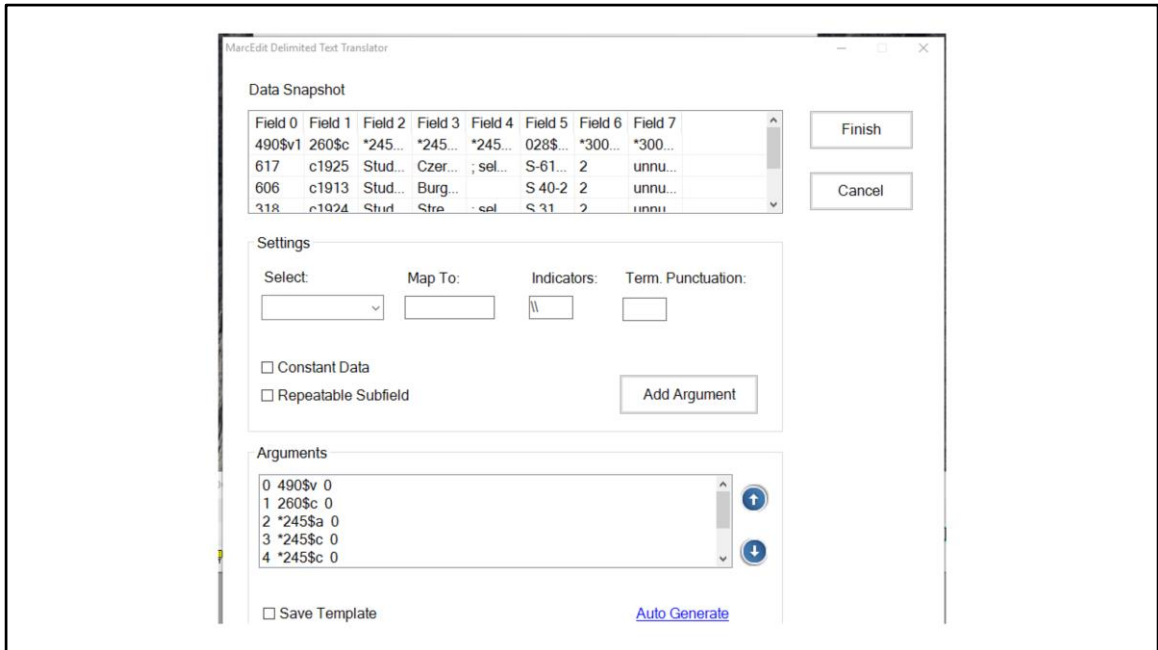
Click Delimited Text Translator

In the Delimited Text Translator

Name the source and output files.

Name the Excel sheet that has the data (Use its actual name from the tab at the bottom – can be Sheet1, if you didn't rename the sheet)

Leave the Delimiter as it comes up

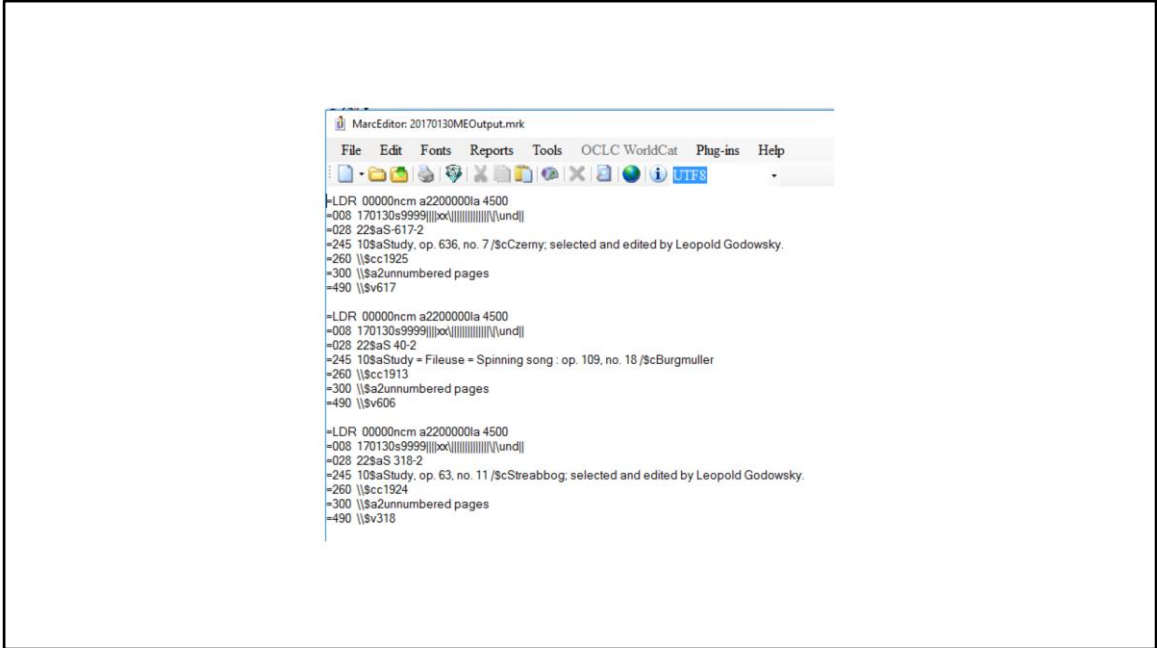Click Edit LDR/008 and choose the format you want (in this case, score)

You get this screen.

Data Snapshot is the imported data.

Use Auto Generate to change your headers into commands that will create MARC records

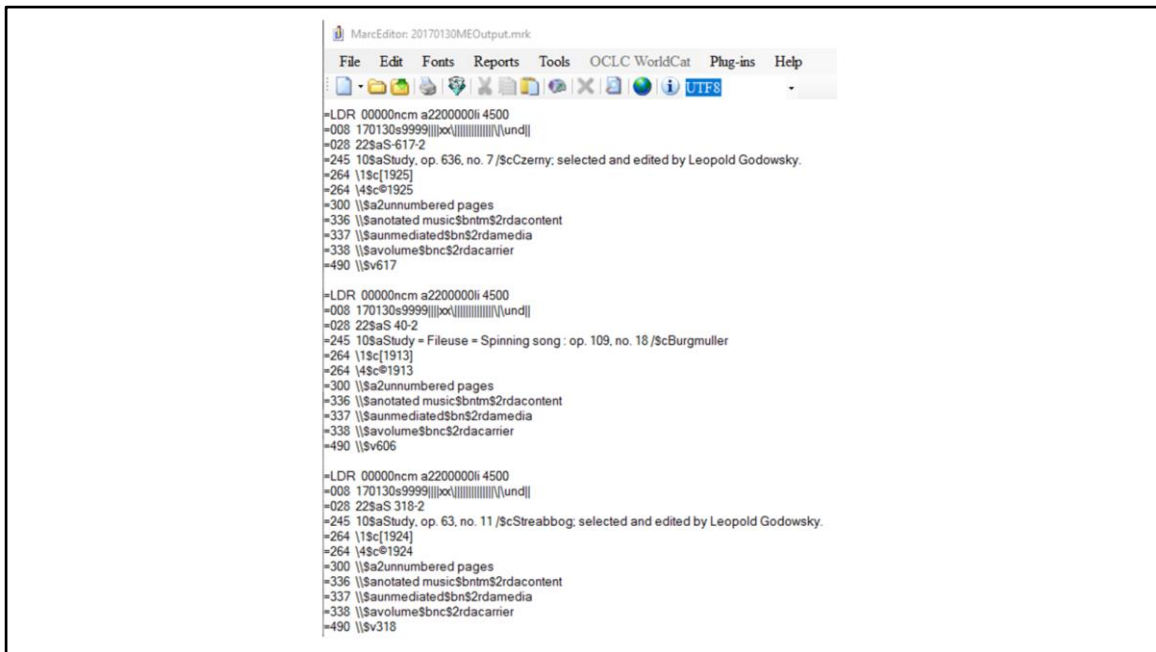Result appears in the Arguments box.

Then click Finish

All you do is three steps: Import → Click Auto Generate → Click Finish

This process creates a file with the extension .mrk

If you open it in MarcEditor (one of the tools in MarcEdit), here's how it looks.

Run the result through RDA Helper (another tool in MarcEdit).
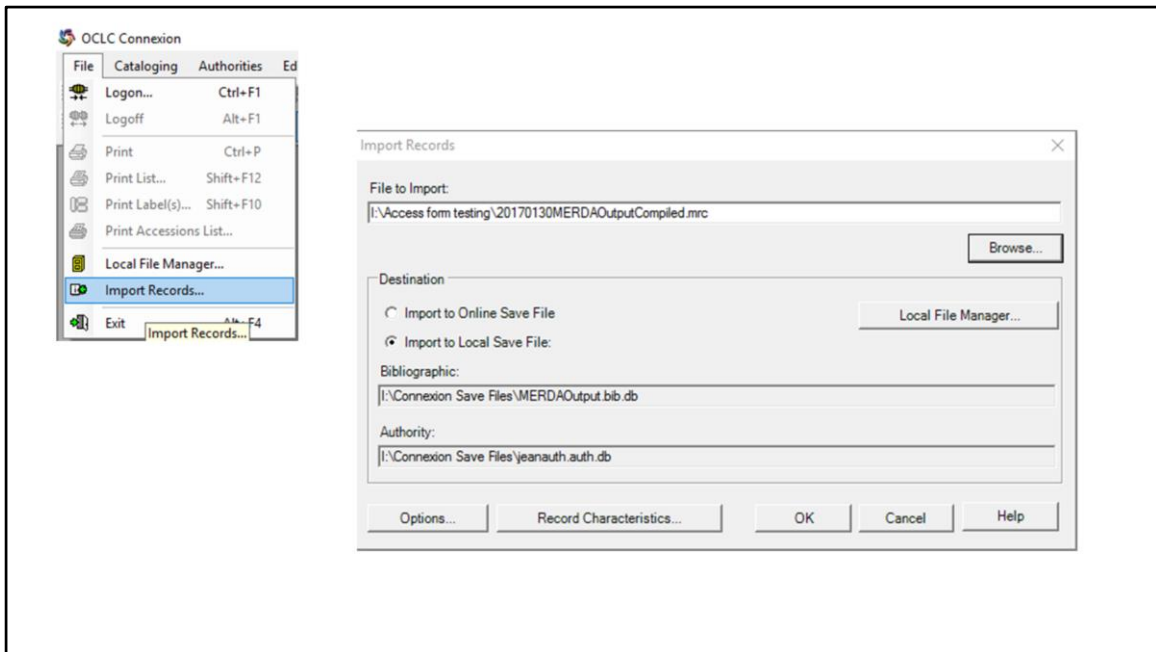
Notice that the 260 has been processed into 264 1 and 264 4, with the correct brackets and copyright symbol

Choosing Score for LDR/008 in the Delimited Text Translator gives you the right 336.

   If you skip this step, it is processed as text.

337 and 338 are also added

Compile this into MARC

Now the compiled file needs to be loaded into Connexion

File | Import Records

Fill in the boxes and click OK.

This is one of the records that results.

Various things about this are not quite right,

but, this record is to a state that a cataloger can work with it.

Adding Constant Data to a List

This can be part of editing the records with copy

Or of editing the brief MARC records produced through MarcEdit

I want to apply the same constant data to every one of these records.

Highlight the whole list

Pick the constant data you want

Click Apply Selected.

Every record now has the constant data added

In this case, the constant data was just the 500 note saying THIS IS THE ADDED LINE.

You can do this with a long list of records and with extensive constant data.

021			‡b eng ‡e rda
028	2	2	S-617-2
028	☐	☐	‡b Art Publication Society
090			‡b
049			INTM
100	1		, ‡e composer.
245	1	0	Study, op. 636, no. 7 / ‡c Czerny; selected and edited by Leopold Godowsky.
264		1	‡c [1925]
264		4	‡c ©1925
264		1	St. Louis : ‡b Art Publication Society,
300			2unnumbered pages
300			1 score () ; ‡c 31 cm.
336			notated music ‡b ntm ‡2 rdacontent
337			unmediated ‡b n ‡2 rdamedia
338			volume ‡b nc ‡2 rdacarrier
382	0	1	piano ‡n 1 ‡s 1 ‡2 lcmpt
490			‡v 617
490	1		Progressive series studies ; ‡v catalog no.
500			Includes instructions for practice and technical hints.
650		0	Piano music.
655		7	Studies (Music)
655		7	Art music
700	1		Godowsky, Leopold, ‡d 1870-1938, ‡e editor.
830	0		Progressive series studies ; ‡v catalog no.

I have made a Constant Data record for this series.

When I add this to the minimal record created by the previous steps, I get what is shown here.

Then records are finished up by a cataloger – necessarily one-by-one at this point.

Finished record

▶	040		INT ‡b eng ‡e rda ‡c INT
▶	028	2 2	S-617-2 ‡b Art Publication Society
	090		‡b
	049		INTM
▶	100	1	Czerny, Carl, ‡d 1791-1857, ‡e composer.
▶	245	1 0	Study, op. 636, no. 7 / ‡c Czerny ; selected and edited by Leopold Godowsky.
▶	264	1	St. Louis : ‡b Art Publication Society, ‡c [1925]
	264	4	‡c ©1925
▶	300		1 score (4 unnumbered pages) ; ‡c 31 cm.
	336		notated music ‡b ntm ‡2 rdacontent
	337		unmediated ‡b n ‡2 rdamedia
	338		volume ‡b nc ‡2 rdacarrier
▶	382	0 1	piano ‡n 1 ‡s 1 ‡2 lcmpt
▶	490	1	Progressive series studies ; ‡v catalog no. 617
▶	500		Includes instructions for practice and technical hints.
▶	546		‡b Staff notation
▶	650	0	Piano music.
▶	655	7	Studies (Music) ‡2 lcgft
▶	655	7	Art music. ‡2 lcgft
▶	700	1	Godowsky, Leopold, ‡d 1870-1938, ‡e editor.
▶	700	1 2	‡i Container of (work): ‡a Czerny, Carl, ‡d 1791-1857, ‡t Vorschule zur Fingerfertigkeit, ‡n Nr. 7.
▶	830	0	Progressive series studies ; ‡v catalog no. 617.

Cut and paste data within the record

Fix spacing

Control headings

Find the authorized title for the piece

You come out with a reasonable record.

Thank you!

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MOUG
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